



City of Ann Arbor

301 E. Huron St.
Ann Arbor, MI 48104
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Meeting Minutes - Final Park Advisory Commission

Tuesday, February 26, 2013

4:00 PM City Hall, 301 E. Huron Street, 2nd Floor, City Council
Chambers

A CALL TO ORDER

Vice Chair Ault called the meeting to order at 4:00 p.m.

B ROLL CALL

Colin Smith called the roll.

Staff Present:

C. Smith, J. Straw, A. Kuras, D. Kelly: 4

Present: 10 - Timothy Berla, Mike Anglin, Christopher Taylor, Karen Levin, Tim Doyle, Ingrid Ault, Alan Jackson, Bob Galardi, Melissa Stults, and Graydon Krapohl

Absent: 1 - Chair Julie Berson Grand

C APPROVAL OF AGENDA

A motion was made by Galardi, seconded by Jackson, that the Agenda be Approved as presented. On a voice vote, the Vice Chair declared the motion carried.

D PUBLIC COMMENTARY - (3 Minutes per Speaker)

Aaron Hammer, 710 Pauline Blvd, Landscape Architect, spoke in support of a park on the part of the surface library lot that doesn't have footings beneath.

Mary Hathaway, 1407 Wakefield, Library Green Conservancy, spoke in support of a park on the surface library parking lot, noting that it would be in conformance with the Historic District Commissions in the district.

Odile Haganot Haber, 531 Third Street, spoke in support of parks and green space in the downtown and on the library parking lot.

Alan Haber, 531 Third Street, spoke in support of an ice skating rink on the surface library parking lot. He provided a handout to the Commission.

E APPROVAL OF MINUTES

E-1 [13-0187](#) Park Advisory Commission Meeting Minutes of January 15, 2013

Attachments: 1-15-2013 PAC Minutes with Live links to Agenda Items.pdf

A motion was made by Jackson, seconded by Krapohl, that the Minutes be Approved by the Commission and forwarded to the City Council. On a voice vote, the Vice Chair declared the motion carried.

F SPECIAL PRESENTATIONS

G UNFINISHED BUSINESS

H NEW BUSINESS

H-1 [13-0196](#) Resolution to Recommend Approval of a Two Year Contract for the Lease of Golf Carts and to Recommend Authorizing the Sale of 24 City Owned Golf Carts with Pifer Inc. for an Amount Not to Exceed \$ 40, 260.00

Attachments: PAC - GOLF CARTS 2013.pdf

C. Smith provided background information on the resolution to the Commission, noting that they are proposing to lease the golf cart at this time because the City would like to pursue obtaining electric carts in the future, as outlined in the City's Capital Improvement Plan [CIP].

Doug Kelly, Director of Golf, said the new carts currently sell for approximately \$6,000.00 each.

C. Smith read the resolution.

RESOLUTION TO RECOMMEND APPROVAL OF A TWO YEAR CONTRACT FOR THE LEASE OF GOLF CARTS AND TO RECOMMEND AUTHORIZING THE SALE OF 24 CITY OWNED GOLF CARTS WITH PIFER INC. FOR AN AMOUNT NOT TO EXCEED \$40,260.00

Whereas, Golf carts are an important aspect of the golf operations and are available at both Huron Hills and Leslie Park Golf Courses;

Whereas, In the interest of providing City customers with a quality and reliable vehicle for rental the City issued ITB 4259;

Whereas, Four responses to the ITB were received and Pifer Inc. was selected as the lowest responsible bid;

Whereas, Funding is available for FY2013 in the Golf Enterprise Fund and will be contained annually in the Parks & Recreation Services General Fund for future years of the contract; and

Whereas, Pifer Inc. received human rights approval on May 11, 2012;

RESOLVED, That the Park Advisory Commission recommends approval of a lease/sale contract with Pifer Inc. for the lease of 65 golf carts and sale of 24 golf carts for a term of two years for an amount not to exceed \$20,130.00 per year with the option to renew for a third year;

Motion made by Jackson, seconded by Levin to approve the resolution. On a voice vote, the Vice Chair declared the motion carried.

Yeas: 8 - RAC Rep. Berla, Councilmember Anglin, Councilmember Taylor, Levin, Doyle, Vice Chair Ault, Jackson, Galardi, Stults, and Krapohl

Nays: 0

Absent: 1 - Chair Berson Grand

H-2 [13-0197](#)

Resolution to Recommend Approval of a Lease with Huron River Holdings, Inc. for the Use of a Parking Lot at 416 Longshore Drive (\$3,000.00).

Attachments: PAC - Argo Parking Resolution 2013.pdf

C. Smith provided information on the resolution to the Commission.

Jeff Straw answered Commission questions.

C. Smith read the resolution.

RESOLUTION TO RECOMMEND APPROVAL OF A LEASE WITH HURON RIVER HOLDINGS, INC FOR USE OF A PARKING LOT AT 416 LONGSHORE DRIVE (\$3,000.00)

Whereas, Argo Canoe Livery has faced operational challenges meeting parking demands throughout the livery season,

Whereas, Staff anticipate an increase in the number of users of Argo Canoe Livery;

Whereas, The highest demand for parking at the canoe livery is on Saturdays, Sundays and Holidays from Memorial Day through Labor Day; and

Whereas, This lease was approved for the 2012 season and use of this lot proved beneficial in helping meet parking demand;

Whereas, It is anticipated that increased revenue from users fees will help offset the cost of leasing the parking lot for the livery season;

Whereas, Funding is available in the approved FY2013 Parks & Recreation Services General Fund operating budget;

RESOLVED, That the Park Advisory Commission recommend approval of a lease with Huron River Holdings, Inc. in the amount of \$3,000.00 for use of parking lot at 416 Longshore Drive for additional Argo Canoe Livery parking with an option to administratively renew for 2 successive 1-year periods; and

Motion made by Stults, seconded by Krapohl to approve the resolution. On a voice vote, the Vice Chair declared the motion carried.

Yeas: 8 - RAC Rep. Berla, Councilmember Anglin, Councilmember Taylor, Levin, Doyle, Vice Chair Ault, Jackson, Galardi, Stults, and Krapohl

Nays: 0

Absent: 1 - Chair Berson Grand

H-3 [13-0198](#)

Resolution to Recommend Approval of a Professional Services Agreement with Magic Finish for Custodial and Event Services at

Cobblestone Farm for an Amount Not to Exceed \$ 44,250.00 Annually for FY13 - FY16 with a Two Year Renewal Option Not to Exceed \$ 47,200.00 Annually for FY17 and FY18.

Attachments: PAC - Cobblestone PSA.pdf

C. Smith provided information on the resolution to the Commission.

Jeff Straw answered Commission questions, noting that they currently average 160 events a year in the special events barn at Cobblestone Farm.

C. Smith read the resolution.

RESOLUTION TO RECOMMEND APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH MAGIC FINISH FOR CUSTODIAL AND EVENT SERVICES AT COBBLESTONE FARM FOR AN AMOUNT NOT TO EXCEED \$44,250.00 ANNUALLY FOR FY 13 -FY 16 WITH A TWO YEAR RENEWAL OPTION NOT TO EXCEED \$47,200.00 ANNUALLY FOR FY 17 AND FY 18.

Whereas, The use of Cobblestone Farm has grown over the past 5 years,

Whereas, The barn at Cobblestone Farm is used as a customer service office, the main office for the GIVE 365 volunteer program and as a rental space for events;

Whereas, Cobblestone Farm is reserved on average 160 times annually for special events ;

Whereas, The custodial and event service needs have also grown and become more complex;

Whereas, Funding is available in the approved FY 13 Parks & Recreation Services General Fund operating budget and the Parks Maintenance and Capital Improvements Millage;

Whereas – Magic Finish received Human Rights approval on January 29, 2013.

RESOLVED, That the Park Advisory Commission recommend approval of a Professional Services Agreement with Magic Finish for an amount not to exceed \$44,250.00 annually for FY 13-FY 16 with a Two Year Renewal Option not to exceed \$47,200.00 annually for FY 17 and FY 18.

Motion made by Krapohl, seconded by Doyle to approve the resolution. On a voice vote, the Vice Chair declared the motion carried.

Yeas: 8 - RAC Rep. Berla, Councilmember Anglin, Councilmember Taylor, Levin, Doyle, Vice Chair Ault, Jackson, Galardi, Stults, and Krapohl

Nays: 0

Absent: 1 - Chair Berson Grand

H-4 [13-0199](#)

Resolution to Recommend Approval of a Contract with D & J Contracting for Improvements to Esch Park (\$ 39,219.25)

Attachments: PAC - ESCH.pdf

Amy Kuras gave a Power Point presentation on the proposed resolution and project,

and answered Commission questions.

B. Galardi asked about the variation in bid amounts, and if the approved contractor has done other work for the City.

A. Kuras said they do very nice work and have done several projects for the City, adding that the bid variation remains unknown.

RESOLUTION TO RECOMMEND APPROVAL OF A CONTRACT WITH D & J CONTRACTING FOR IMPROVEMENTS TO ESCH PARK (\$39,219.25)

Whereas, Esch Park is in need of improvements to replace aging infrastructure;

Whereas, Improvements to the park will include replacement of the existing asphalt surfacing, and providing new paths to for barrier free access, and adding park furniture and landscaping;

Whereas, Competitive bids were received by Purchasing on January 31, 2013;

Whereas, D & J Contracting submitted the lowest responsive bid;

Whereas, D & J Contracting received Human Rights approval on February 13, 2013; and

Whereas, Funding for the project is available in the approved FY2013 Park Maintenance and Capital Improvements Millage;

RESOLVED, That the Park Advisory Commission recommend approval of a contract with D & J Contracting to make improvements to Esch Park, and approve a construction contingency of \$3,922.00 (10%) to cover potential contract change orders for a total contract amount of \$43,141.25 for the life of the project without regard to fiscal year;

Approved by: City Attorney

Motion made by Jackson, seconded by Levin, to approve the resolution. On a voice vote, the Vice Chair declared the motion carried.

Yeas: 8 - RAC Rep. Berla, Councilmember Anglin, Councilmember Taylor, Levin, Doyle, Vice Chair Ault, Jackson, Galardi, Stults, and Krapohl

Nays: 0

Absent: 1 - Chair Berson Grand

H-5 [13-0200](#)

Resolution to Recommend Approval of a Contract with Terra Firma Landscaping to Improve the Landscape Plantings at Parks and Recreation Facilities (\$ 53,248.50)

Attachments: PAC - Landscape Improvements.pdf

Amy Kuras gave a Power Point presentation on the proposed resolution and project.

C. Smith provided further information on the project to the Commission, acknowledging that the funds for this project are coming from a very generous donation.

M. Stults asked if the proposed species are native species and robust enough for our

climate.

A. Kuras said it will be a mix to allow for the best show of color.

I. Ault asked about the variation on the incoming bids.

A. Kuras acknowledged the range in bids.

Motion made by Krapohl, seconded by Galardi, to approve the resolution. On a voice vote, the Vice Chair declared the motion carried.

Yeas: 8 - RAC Rep. Berla, Councilmember Anglin, Councilmember Taylor, Levin, Doyle, Vice Chair Ault, Jackson, Galardi, Stults, and Krapohl

Nays: 0

Absent: 1 - Chair Berson Grand

I COMMISSION PROPOSED BUSINESS

J REPORTS FROM PARKS AND RECREATION MANAGER

C. Smith reported that he will be attending the Michigan Recreation and Parks Association annual conference this week in Lansing. Along with the learning opportunities, he will be co-hosting a discussion on urban parks. He added that another staff person, Gayle Hurn will be presenting on volunteerism.

C. Smith reported that at the City Council working session last night, they had an overview of the full budget and currently there are no proposed cuts to Parks and Recreation. He said he will be meeting with Commissioners Doyle and Galardi over the next few weeks to review the budget in detail and will be coming before PAC in April for their recommendation.

C. Smith brought the Commission's attention to the memo in their packet, regarding aquatic plants at Gallup Canoe Livery, and explained the situation and approach.

K REPORTS FROM MANAGER OF FIELD OPERATIONS

L REPORTS FROM RECREATION ADVISORY COMMISSION

T. Berla reported that they will be meeting next week.

M REPORTS FROM RELEVANT COMMISSIONS, COMMITTEES, BOARDS AND/OR TASK FORCES

K. Levin reported that the Dog Park committee had met a week ago, together with A. Kuras, coming up with three possible locations, which they visited and rated. Those locations were West Park, Crest and Bemidji, and South Maple park.

A. Kuras added that there was a utility issue that precluded the Crest site, since the two lots belong to the Utilities and are is not a park. She explained that the South Maple site has been slated for a possible location for a future water tower and while a dog park would be compatible with those plans, fencing for the dog park might have to be relocated.

I. Ault reported that the site they were looking at in West Park was further inside the park, and behind the housing on North Seventh.

M. Stults said the next step would be to decide if they want to move forward with one of the sites.

A. Kuras said after they have made a decision on one of the locations they will follow through with the public hearing process.

T. Berla said a review of required parking could be necessary.

T. Doyle suggested gathering information from current dog park users.

C. Smith added that an important issue to consider was that adequate funding would be available for possible dog park locations.

Discussion ensued regarding possible dog park locations, needs, costs, and various related issues.

I. Ault reported in the downtown park committee, noting that they had held their first meeting last week and March 5th, would be their next meeting.

C. Smith noted that the committee will be meeting every second week there after.

N PUBLIC COMMENTARY - GENERAL (3 Minutes per Speaker)

Alan Haber, 531 Third Street, spoke in support of a skate rink on the surface library lot, noting that volunteerism could be a big part of the efforts.

O CLOSED SESSION

P TRANSMITTALS

P-1 [13-0201](#) City Council Items Update

Attachments: PAC COUNCIL UPDATE 2.2013.pdf

Received and Filed

P-2 [13-0202](#) Park Projects Update

Attachments: PAC Update 2-13.pdf

Received and Filed

P-3 [13-0203](#) City of Ann Arbor 2008 - 2013 Park Maintenance and Capital Improvements Millage Status

Attachments: Parks Project Status Table FY2012-13.pdf

Received and Filed

P-4 [13-0204](#) Informational Memorandum on Gallup Canoe Livery Aquatic Plant Management

Attachments: Aquatic Veg Info with Photos.pdf

Received and Filed

Q ADJOURNMENT

A motion was made by RAC Rep. Berla, seconded by Stults, that the meeting be Adjourned. On a voice vote, the Vice Chair declared the motion carried.

Community Television Network Channel 16 live televised public meetings are also available to watch live online from CTN's website, www.a2gov.org/ctn, on "The Meeting Place" page (<http://www.a2gov.org/livemeetings>).

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- *Video on Demand: Replay public meetings at your convenience online at www.a2gov.org/government/city_administration/communicationsoffice/ctn/Pages/Vid eoOnDemand.aspx*
- *Cable: Watch CTN Channel 16 public meeting programming via Comcast Cable channel 16.*

The complete record of this meeting is available in video format at www.a2gov.org/ctn, on "The Meeting Place" page (<http://www.a2gov.org/livemeetings>), or is available for a nominal fee by contacting CTN at (734) 794-6150.

